

**Minority and Small Business Reimbursement Grant Program
Evaluation Panel Established by Act 154 of 2020**

Meeting

Friday, December 11, 2020

10:00 A.M.

Meeting Held Electronically

Public Access -Wade Hampton Building – 1st Floor Governor's Conference Room
Columbia, South Carolina

MINUTES

Panel Members Present: Dr. Delores Dacosta, Ms. Ashely Teasdel, Mr. Hartley Powell (All Present Electronically)

Others Present:

GuideHouse - Mike Tosh, Kajal Patel, Vinod Ramachandran, Kevin Sweitzer, Nathan Pauvre, Travis Green (All Present Electronically)

Department of Administration - Marcia Adams, Brian Gaines, Lindsey Kremlick, Mason Summers, David Avant, Holly Palmer (All Present Electronically)

Others - Ashlee Priester, Department of Revenue, (Present Electronically)

Those Present in the Governor's Conference Room, Wade Hampton Building which was made available to the public - Kelly Coakley with the S.C. Department of Administration (present to ensure availability of electronic participation during open sessions)

I. Call to Order

Ms. Adams called the meeting of the Panel to order at 10:05 a.m.

Roll call of all present was taken and a quorum confirmed.

Compliance with the posting requirements of the South Carolina Freedom of Information Act was noted.

Ms. Adams reported to the Panel that the purpose of the meeting would be to discuss the process established by Section 7, Act 154 of 2020 and the applications and proposed agreements with applicants received as a result of the Act.

There was also discussion related to the review, amendment (if necessary) and approval of the minutes for the panel's December 2, 2020 meeting.

A motion was made and seconded to approve the minutes of the panel's December 2, 2020 meeting. The motion passed by unanimous vote. The approved minutes will be made available as required by the South Carolina Freedom of Information Act.

The panel members held discussions regarding the need to discuss matters related to proposed agreements with applicants for grants under Section 7 of Act 154 of 2020. A motion was made and seconded to enter executive session to discuss proposed agreements with applicants for the receipt of grant funds under Section 7 of Act 154. The motion was adopted unanimously.

The Panel entered into executive session at 10:13 a.m.

II. Executive Session

During executive session, the Panel had both general and specific discussions of the proposed agreements with applicants as well as the scoring methodology, the eligibility of certain businesses and how to apportion the amount of money appropriated by Act 154 for minority and small businesses among those businesses.

A motion to return to open session was made and seconded. The motion was adopted unanimously. No other action was taken in executive session.

The Panel returned to open session at 12:28 p.m.

III. Return to Open Session

Upon return to open session, it was noted that there had been no substantive action taken in executive session. Further, the following actions were taken by the Panel:

- A. A motion was made and seconded to accept for evaluation by the panel the 572 sole proprietor applicant businesses that GuideHouse was able to confirm identification information for through Schedule C EIN filings as provided by the South Carolina Department of Revenue. These 572 applications are in addition to the applications accepted for evaluation by the panel during its meeting of December 2, 2020. The 572 applications are to be scored in accordance with scoring methodology as adopted by the panel during its meeting of December 2, 2020 and as reflected in "Exhibit 1 to Minutes" which is attached to and incorporated herein by reference as if repeated verbatim.

This motion was passed by unanimous vote of the panel.

- B. A motion was made and seconded to adopt a clarification to the scoring methodology for applications that was originally adopted by the panel during its meeting of December 2, 2020. The scoring methodology as clarified is set out in "Exhibit 2 to Minutes" which is attached to and incorporated herein by reference as if repeated verbatim.

This motion was passed by unanimous vote of the panel.

In addition to the above motions, the panel discussed potential future meeting dates and tentatively set the next meeting of the panel for the morning of Tuesday, December 15, 2020.

IV. Meeting Adjourned

A motion to adjourn was made and seconded. The meeting was adjourned at 12:35 p.m. upon the unanimous vote of the panel.